



November 30, 2015

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104 E 2nd St, PO Box 215

765.583.4944

www.otterbein.in.gov

Important Phone Numbers

Police	911 or 884-0080
Billing Questions	583-4944
Clerk's Office	583-0089
Republic/Allied Waste	477-9138
Streets and Water	583-3430

Councilmen

Ron Shoup	337-5876
Kevin Burk	404-1481
Dirk Studebaker	574-551-2903
Doyle Allison	583-9481
Mac McKinney	583-2821

Calendar December 2015

1st	Town Council Meeting 6:00 PM
5th	Final Leaf Pickup
9th	Trash & Recycle
15th	Town Council Meeting 6:00 PM
23rd	Trash & Recycle
24th	Town Hall Closed
25th	Town Hall Closed

Otterbein Prairie Community Center

Every Tuesday - 6:30 PM Euchre Night
Men & Women, any age, are Welcome!

Merry Christmas



Coming Soon!!!

InvoiceCloud™

A new way to pay and view your water bill
Check out next month's newsletter for more information



Final pickup - Saturday, December 5th
Leaves must be bagged and at the curb by 6:00 am

Otterbein Rotary Club will be holding their annual



Judging will take place Saturday, December 19th
Homes should be decorated and have all lights and displays on, by 6:00 pm.



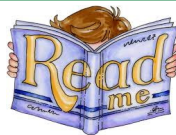
St. Charles Church - Soup Supper

(chili, potato and cream of broccoli)
Saturday, December 5th - 4:30 pm - 7:30 pm
St. Charles Church Hall
Carry Outs Available
Donations will go toward medicine for Haiti
Questions? Call Wilma Mills at 765-583-4835

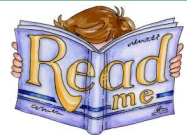


Breakfast with Santa Otterbein United Methodist Church

When: Saturday, December 5th
Time: 9:00 am - 11:00 am



Library News



Every Tuesday morning from 10:30 am, (half hour before library opens) Mother Goose on the Loose Story time

Family Fun Night at the Library - December 17th 6:00 pm - Decorating ornaments & cookies and of course reading some Christmas classics! The 1-hour program is designed to build a culture of readers in our community by getting books in the hands of students and their families. Registration is appreciated, call Lauren Lee at 583-2107

LEGO Club - December 21st - 4:00 pm - 3rd Monday of the month from 4:00-5:00pm, in the library's meeting room. For ages 5+, Duplo blocks will be available for younger siblings that want to join the fun! The library supplies the LEGO and the theme for the day; or you can free build. Show off your creation in our display case! Free to attend and no registration required. Parent or adult supervision is requested.

TOWN COUNCIL MEETING
TUESDAY, NOVEMBER 3, 2015 6:00 PM

Council President Kevin Burk called the meeting to order at 6:02 PM with all members present.

The Council held the Hearing on Disconnects. No one was present to discuss their disconnection. Dirk Studebaker the motion to approve shut off for those on the Disconnect List. Leon McKinney seconded the motion and all were in favor.

With no changes requested, Ron Shoup made the motion to approve the October 2015 Minutes as presented. Leon McKinney seconded the motion and all were in favor. Kevin Burk read the summary of claims for a total of \$89,541.10. With no questions or additions Leon McKinney made the motion to approve the claims as presented. Doyle Allison seconded the motion and all were in favor.

Resident Wilma Mills addressed the Council informing them she has put a committee together to decorate Thompson Park for Christmas. The Council thanked her. She also asked about the railroad crossing at Main Street and how to get that fixed, as it is so rough. Attorney Jud Barce will contact the railroad.

Attorney Jud Barce presented changes to the penalty provision to the town code to make it more uniform and easier to follow. The Council discussed with Jud in detail. Clerk-Treasurer Treeva Sarles clarified that fines up to \$250 will be given by Town Police and paid in her office; over \$250 will be given to Jud to take through the court systems. Ron Shoup made the motion for Jud to proceed with changes and put it into ordinance form. Leon McKinney seconded the motion and all were in favor. Jud then explained a TIF (Tax Increment Financing) district to the Council and stated he would come up with a list of planners for the Council to review.

Town Marshal George Frantz presented that he had, sent to Jud, a list of violators regarding those he had requested register and insure their vehicles. Ms. Sheets was on that list, however, she had complied, but she had not displayed the license plate properly. Ron Shoup made the motion to dismiss the case; Leon McKinney seconded the motion and all were in favor. Mr. & Mrs. Colegrove were present to discuss their situation and requested the Council dismiss their case. However, they were not in compliance at the time the case was filed in court. Therefore, the Council will not dismiss the case. He then brought up a trash abatement issue on Gregory Lane. He has given notice and time has expired. They advised to proceed with the ordinance violation and also requested the town employees to clean up the property.

Town Superintendent Seth Humphreys presented the Council with a work status. The new meters are almost complete. They will have them done in the next few weeks except for the one at the Kerkhoff Associates, office building. That will take a lot of sidewalk and street disruption as the service needs to be relocated. With winter approaching, he feels it is best to wait until spring to do that one. He reported that NIPSCO has not been complying with getting a Cut-into-Road Permit process and has been in town several times and has not repaired the roadway that they tore up. He is going to attempt to get them to respond one more time and if they don't he will send the information to Jud for legal action. Lastly, he needs to order No Solicitation signs for the town. Black and White will cost \$18/sign and the Brown to match all the new signs will cost \$28/sign. The Council unanimously agreed for him to purchase the signs in brown.

Utility Superintendent Lorean Johnston reported that the inspection of one of the blower motors at the Wastewater Plant showed that it is too damaged to repair. He presented a quote to replace it. The Council requested him to get another quote for a new blower motor. He informed them that the east clarifier has been cleaned and maintenance performed, which included a seal repaired and the skimmer replaced. The lift station has been cleaned. Future plan is to clean the force fed main due to the amount of grease in the lift station. He informed them that the repairs to the well house, at the water plant, are underway and the Iron Chamber has been cleaned and he will be taking the Water Exam on November 5, 2015. He requested to attend the IRWA Water Institute in Columbus, IN December 7-9, 2015. It will cost \$140 for classes plus hotel for Monday and Tuesday night. Seth would like to attend one day of the conference and that would cost \$60 for classes. He also

told them of a free training in Lafayette on November 10, 2015. He would like him and Seth to both attend and it offers 5 continuing education credits. The Council unanimously approved all training requests.

Clerk-Treasurer Treeva Sarles talked with the Council about the computer for the Town Superintendent and the one at the Wastewater plant needing to be replaced. Since those budgets have no funds available and she does have budget available she is requesting to purchase 2 new computers from Dell for her office and then transfer the current ones to the Superintendent desk and the Wastewater plant. She would also like to purchase a Chrome box to set up a kiosk for residents to use to make online payments or to look up ordinances etc, total for all computers and Chrome box is \$2,307. Ron Shoup made the motion that Treeva purchase 2 new computers and a Chrome box. Leon McKinney seconded the motion and all were in favor.

Treeva explained that the mowing liens against the properties on Central Avenue are becoming so large that the liens are more than the property is worth and we continue to put more liens on the property. Jud explained our options are to see if the properties are about to go to commissioner sales and if so, maybe the County would deed to the properties over to the town, so that the property becomes viable again. The second option would be to foreclose on the liens. Jud will research best option and report back to the Council. Treeva then spoke of a property that sold at commissioner sale on Church Street, in which we had a large lien amount against. Unfortunately, when a property sells at a Commissioner Sale then we do not collect on our liens. Jud explained, we can take the past owner and sue in small claims court. However, we are not sure of her location and the last known address was in Florida. The other option is to just write it off. Ron Shoup made the motion to write off the amount owed to the town for the property that was owned by Nancy Reedy on Church Street.

With nothing else to come before the Council Dirk Studebaker made the motion to adjourn at 8:11 PM. Doyle Allison seconded the motion and all were in favor.

EXECUTIVE SESSION OF THE OTTERBEIN TOWN COUNCIL

TUESDAY, NOVEMBER 10, 2015 AT 6:00 PM

Vice-President Ron Shoup called the meeting to order at 5:05 PM with members Leon McKinney, Dirk Studebaker and Doyle Allison present; President Kevin Burk was absent. Also present was Town Superintendent Seth Humphreys.

The reason for the Executive Session was to discuss his performance and performance of his employees. It was also explained that in the past the town utilized Council Liaisons and they will continue that with Ron Shoup being the Liaison for Utilities and Dirk Studebaker for the Town functions and Kevin Burk for the Clerk's office.

The Council discussed putting together expectations of projects they would like to see completed before winter. Treeva will prepare that list and give it to the department heads.

With nothing else to discuss, Dirk Studebaker made the motion to adjourn at 7:12 PM. Doyle Allison seconded the motion and all were in favor.

TOWN COUNCIL MEETING

TUESDAY, NOVEMBER 17, 2015 6:00 PM

Vice-President Ron Shoup called the meeting to order at 6:03 PM with members Leon McKinney, Dirk Studebaker and Doyle Allison present; President Kevin Burk was absent.

Ron Shoup read the summary of claims presented for a total of \$103,702.60. Leon McKinney made the motion to pay the claims presented. Doyle Allison seconded the motion and all were in favor.

Attorney Jud Barce presented Ordinance 2015-1117 An Ordinance to Amend Title I, Section 10.99 of the Code of the Town of Otterbein Relating to Penalty Provisions and to Repeal Title VII, Section 77.01. Leon McKinney made the motion to adopt 2015-1117. Doyle Allison seconded the motion and all were in favor.

He then explained in more detail how to set up a TIF district. The council took the information under advisement. He is still working on getting a hold of the Railroad for repairs at the crossings.

Mike Turchi with BF&S presented a cost to do the Speed Study for a not to exceed \$7,350. Town Marshal George Frantz, along with Mike, informed the Council that we can lower a speed limit from 30 MPH to 25 MPH without a speed study but to change to 20 MPH requires a speed study. The Council discussed changing some speed limits to 25 MPH and not to have a speed study done. They also discussed the speed limits in the areas that have been annexed that have never been set, such as Maddox Road. Jud will put together an ordinance to address the speed changes.

Town Superintendent Seth Humphreys informed Council that 90% of the snow fence is up and they hope to complete it this week. He requested to spend \$481.70 at Riggs Mowers for maintenance supplies for the plows and mowers. He requested to spend \$617.75 at Lafayette Auto Supply for maintenance parts and oil for the town trucks. He requested to spend up to \$2,000 on hand tools that they desperately need. He request to spend \$1,100 for parts to repair the brine applicator, from different vendors. He requested to spend up to \$3,000 at EJP to replace Storm water catch basins on Main Street. Ron Shoup made the motion to approve all his requests. Leon McKinney seconded the motion and all were in favor. He then requested to spend \$6,395 for a camera to televise storm and wastewater lines. Ron Shoup suggested they table that for further discussion. The Council agreed.

Town Utility Superintendent Lorean Johnston informed the Council there are 2 meters remaining to be replaced that he hopes will be completed this week. That leaves the one at the Kerkhoff office building as being the only one that will remain, which will be replaced in the spring. He requested to purchase, from USA Blue Book, chemicals for the water plant \$418 and \$2,250 for the wastewater plant. He also requested to purchase, from USA Blue Book, an Oxygen Sensor for the Wastewater department for \$2,035. He requested a new DO Meter through USA Blue Book for the wastewater plant for \$992. He informed the council that waterline repair supplies are low and he needs to increase stock so when a water leak happens they will have parts on hand. He is requesting to spend \$400 at EJP. He requested to purchase a new metal detector through Grainger for \$1,006. Ron Shoup made the motion to approve all of his requests. Doyle Allison seconded the motion and all were in favor. Lastly, he presented quotes for the blower motor he received through Republics and Powered Equipment. The quotes were \$4,135, \$3,765, \$4,534 and one that is considered old stock but new, it has been tested and comes with a 1 year warranty for \$2,310 plus freight. Ron Shoup made the motion to purchase the old stock blower motor for \$2,310 plus freight from Powered Equipment. Doyle Allison seconded the motion and all were in favor.

Clerk-Treasurer Treeva Sarles explained the WEX program which will allow the gas and diesel to be purchased at Fellure Foods. This will allow us to do away with our current tanks that need some repair and also need costly second containment. Dirk Studebaker made the motion to apply to the WEX program. Doyle Allison seconded the motion and all were in favor. Treeva then talked about a program called P-Card. This is a more secure way for employees to purchase rather than a traditional credit card. Ron Shoup made the motion to move forward with applying for the program. Doyle Allison seconded the motion and all were in favor. Lastly, she requested that the chairs in the Council area be replaced. She presented 2 quotes from Global Industries for a hard plastic chair or for a cushion chair through Webstrurant. Ron Shoup made the motion to order the cushion chairs for \$667.28. Leon McKinney seconded the motion and all were in favor.

The Town Hall front door was discussed. Options included replacing it with a similar door but that it would have insulated glass in it or to replace it with a door that has an insulated metal panel on the bottom and an insulated glass on top and then have the ADA operator installed. Dirk Studebaker made the motion for the full glass door similar to what we currently have, and then have the ADA operator installed. Doyle Allison seconded the motion and all were in favor.

With nothing else to come before the Council, Dirk Studebaker made the motion to adjourn at 7:56 PM. Leon McKinney seconded the motion and all were in favor.